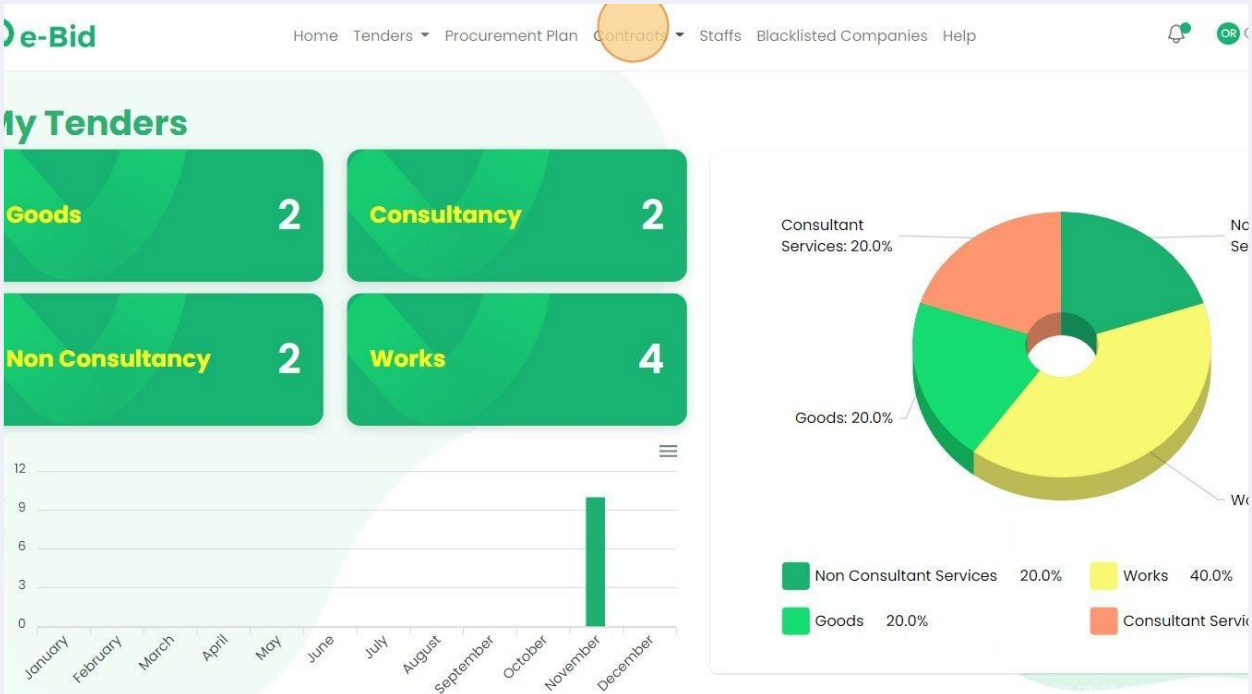


# Contracts

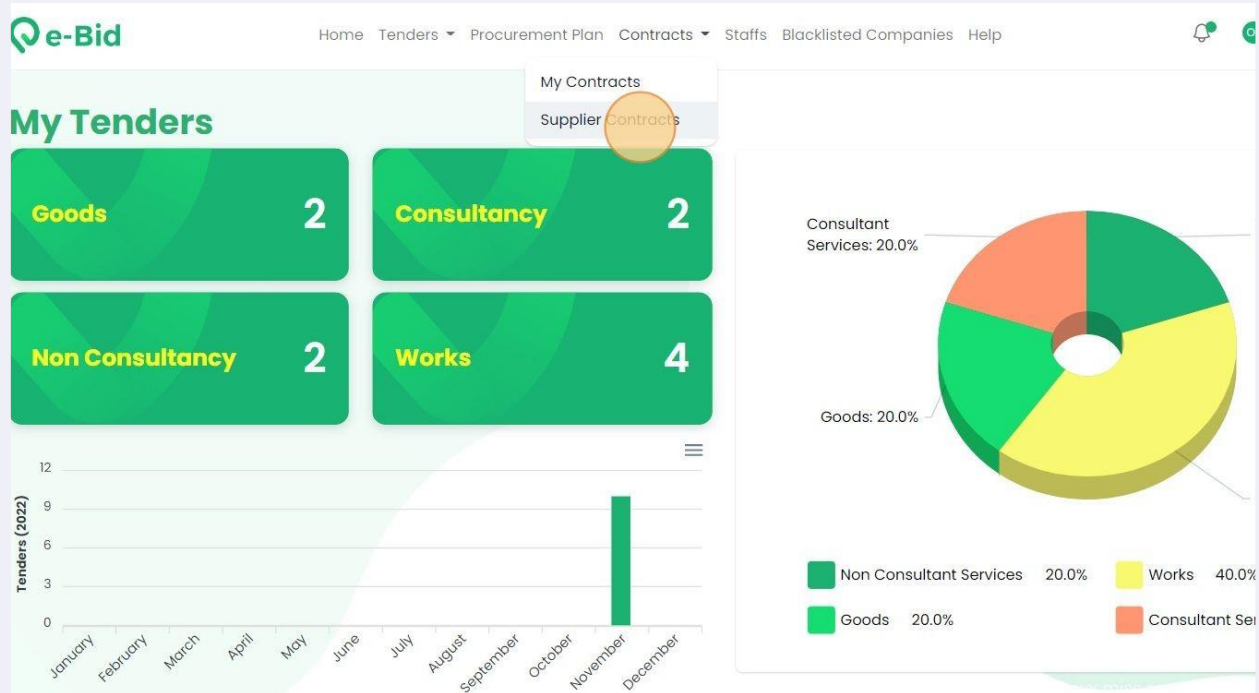
## Creating Suppliers Contracts

1 Navigate to <https://bid.rw/client/home>

2 Click "Contracts"



### 3 Click "Supplier Contracts"



### 4 Click "New Contract"

Tenders Procurement Plan Contracts Staffs Blacklisted Companies Help

OR Orion Admin

+ New Contract

Search:

Contract	Lot Code	Contract Amount	Contract Duration	Contract Date	Effective Date	Attachment	Creation Date	Status
----------	----------	-----------------	-------------------	---------------	----------------	------------	---------------	--------

Previous Next

## 5 Click "-- Select --" to choose an evaluated tender

**e-Bid** Home Tenders ▼ Procurement Plan Contracts ▼ Staffs Blacklisted Companies Help

### Create Contract Form

**Fill Contract Information**  
All fields are required

Tender -- Select --	Lot -- Select --	Contract Amount <input type="text"/>
Currency Select Currency	Taxes -- Select --	Contract Duration Select Contract Duration
Contract Duration <input type="text"/>	Contract Date mm/dd/yyyy	Effective Date mm/dd/yyyy
Waranty Period Type Select Waranty Period Type	Waranty Period <input type="text"/>	Penalty Delay Rate <input type="text"/>
Penalty Limit Rate <input type="text"/>	Contract Manager Name <input type="text"/>	Contract Manager <input type="text"/>

## 6 Choose a tender

**Create Contract Form**



**Fill Contract Information**  
All fields are required

Tender -- Select --	Lot -- Select --	Contract Amount <input type="text"/>
Taxes -- Select --	Contract Duration Select Contract Duration	Effective Date mm/dd/yyyy
Contract Date mm/dd/yyyy	Waranty Period Type Select Waranty Period Type	Waranty Period <input type="text"/>
Penalty Delay Rate <input type="text"/>	Penalty Limit Rate <input type="text"/>	Contract Manager Name <input type="text"/>
Supervising Firm <input type="text"/>	Contract Manager <input type="text"/>	

ISOKO RYO KUGEMURA AMABATI MU KARERE KA KARONGI  
MU MIRENGE YA MURUNDI NA GITESI


7

Click "-- Select --" to choose a tender lot

id Home Tenders ▾ Procurement Plan Contracts ▾ Staffs Blacklisted Companies Help   Orion Admin

### Contract Form

**Contract Information**  
fields are required


Contract Name ISOKO RYO KUGEMURA AMABATI MU KARERE K&K...	Lot -- Select --	Contract Amount
Currency Select Currency	Taxes -- Select --	Contract Duration Type Select Contract Duration Type
Contract Duration	Contract Date mm/dd/yyyy 	Effective Date mm/dd/yyyy
Waranty Period Type Select Waranty Period Type	Waranty Period	Penalty Delay Rate
Limit Rate	Contract Manager Name	Contract Manager Position

8

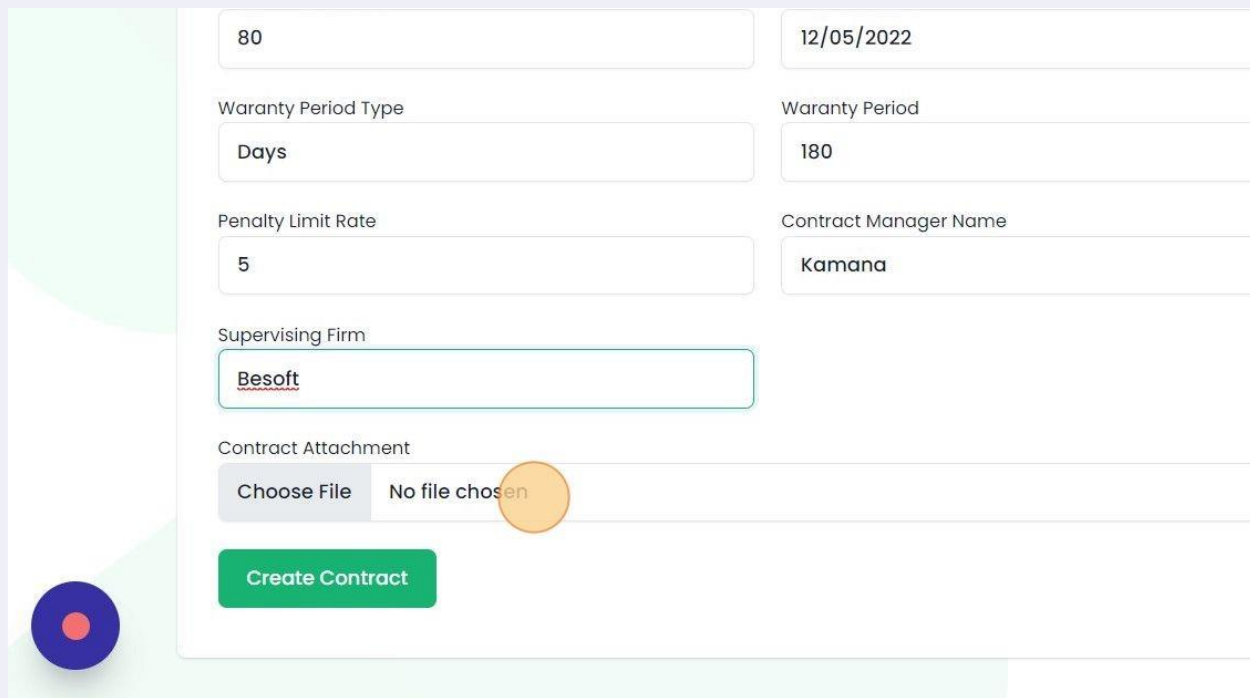
Choose a tender lot

**Contract Form**

**II Contract Information**  
fields are required

Contract Name ISOKO RYO KUGEMURA AMABATI MU KARERE K&K...	Lot -- Select --	Contract Amount
Currency Select Currency	<div>ISOKO RYO KUGEMURA AMABATI MU KARERE KA KARONGI MU MIRENGE YA MURUNDI NA GITESI</div>	Contract Duration Type Select Contract Duration Type
Contract Duration	mm/aa/yyyy 	Effective Date mm/dd/yyyy
Waranty Period Type Select Waranty Period Type	Waranty Period	Penalty Delay Rate
Penalty Limit Rate	Contract Manager Name	Contract Manager Position
Supervising Firm		

**9** Click this file field, to attach a contract document



80

12/05/2022

Waranty Period Type

Days

Waranty Period

180

Penalty Limit Rate

5

Contract Manager Name

Kamana

Supervising Firm

Besoft

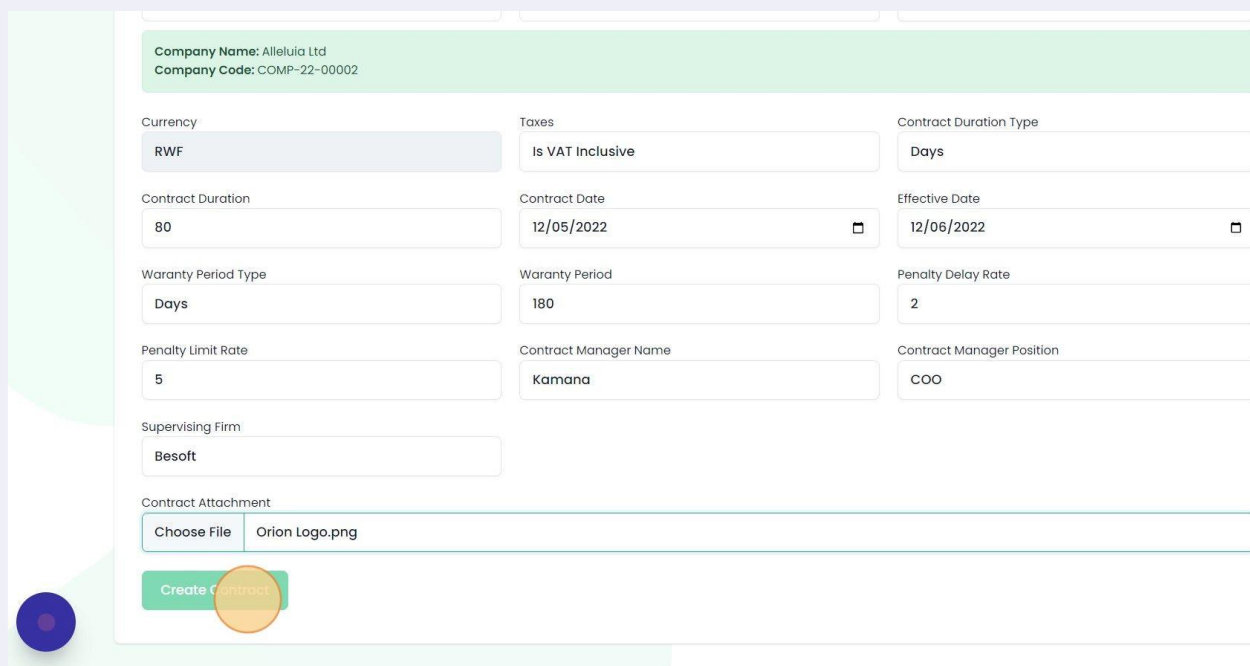
Contract Attachment

Choose File No file chosen

Create Contract

A blue circular callout with a red dot is positioned on the left side of the form, pointing towards the 'Contract Attachment' section.

**10** Click "Create Contract"



Company Name: Alleluia Ltd  
Company Code: COMP-22-00002

Currency

RWF

Taxes

Is VAT Inclusive

Contract Duration Type

Days

Contract Duration

80

Contract Date

12/05/2022

Effective Date

12/06/2022

Waranty Period Type

Days

Waranty Period

180

Penalty Delay Rate

2

Penalty Limit Rate

5

Contract Manager Name

Kamana

Contract Manager Position

COO

Supervising Firm

Besoft

Contract Attachment

Choose File Orion Logo.png

Create Contract

A blue circular callout with a red dot is positioned on the left side of the form, pointing towards the 'Create Contract' button.

## 11 Click "Submit Contract"

**Bid** Home Tenders Procurement Plan Contracts Staffs Blacklisted Companies Help Orion Admin

**Alert**  
Contract created successfully

**Contract Details** Draft Submit Contract

<b>Contract Number</b> Ori/10/22/37	<b>Tender Ref Number</b> TREF0000038	<b>LOT Number</b> LOT0000037	<b>Contract Amount</b> 118,000,000
<b>Currency</b> VF	<b>VAT Amount</b> 18,000,000	<b>VAT Rate(%)</b> 18	<b>Contract Duration</b> 80 Days
<b>Contract Date</b> 22-12-05	<b>Effective Date</b> 2022-12-06	<b>Waranty Period</b> 180 Days	<b>Penalty Delay Rate(%)</b> 2
<b>Penalty Limit Rate(%)</b>	<b>Contract Manager Name</b> Kamana	<b>Contract Manager Position</b> COO	<b>Supervising Firm</b> Besoft

**Download Contract**  
Download

**Contract Other Attachments**

## 12 Click "Submit"

**Submit Contract**

**Are you sure?**  
Submit this Contract!

Cancel Submit

<b>Tender Ref</b> TREF0000038	<b>Contract Amount</b> 118,000,000
<b>VAT Amount</b> 18,000,000	<b>Contract Duration</b> 80 Days
<b>Effective Date</b> 2022-12-06	<b>Penalty Delay Rate(%)</b> 2
<b>Contract Manager Name</b> Kamana	<b>Supervising Firm</b> Besoft

### 13 Click "Approve Contract"

Tenders ▾ Procurement Plan Contracts ▾ Staffs Blacklisted Companies Help OR Orion Admin ▾ A 2 ▾

×


Approve Contract Decline

<b>Tender Ref Number</b>	<b>LOT Number</b>	<b>Contract Amount</b>
TREF0000038	LOT0000037	118,000,000
<b>VAT Amount</b>	<b>VAT Rate(%)</b>	<b>Contract Duration</b>
18,000,000	18	80 Days
<b>Effective Date</b>	<b>Waranty Period</b>	<b>Penalty Delay Rate(%)</b>
2022-12-06	180 Days	2
<b>Contract Manager Name</b>	<b>Contract Manager Position</b>	<b>Supervising Firm</b>
Kamanda	COO	Besoft

### 14 Click "Approve"

ilily

Approve Contract Decline



**Are you sure?**

Approve this Contract!

Cancel Approve

<b>Tender Ref</b>	<b>Contract Amount</b>
TREF0000	118,000,000
<b>VAT Am</b>	<b>Contract Duration</b>
18,000,00	80 Days
<b>Effective</b>	<b>Penalty Delay Rate(%)</b>
2022-12-	2
<b>Contract</b>	<b>Supervising Firm</b>
Kamanda	Besoft

## 15 Click "Contracts"

**e-Bid** Home Tenders Procurement Plan **Contracts** Staffs Blacklisted Companies Help

**Alert**  
Contract approved successfully

**Contract Details** Approved

<b>Contract Number</b> 4/Ort/10/22/37	<b>Tender Ref Number</b> TREF0000038	<b>LOT Number</b> LOT0000037	<b>Contract Amount</b> 118,000,000
<b>Currency</b> RWF	<b>VAT Amount</b> 18,000,000	<b>VAT Rate(%)</b> 18	<b>Contract Duration</b> 80 Days
<b>Contract Date</b> 2022-12-05	<b>Effective Date</b> 2022-12-06	<b>Warranty Period</b> 180 Days	<b>Penalty Delay Rate(%)</b> 2
<b>Penalty Limit Rate(%)</b> 5	<b>Contract Manager Name</b> Kamana	<b>Contract Manager Position</b> COO	<b>Supervising Firm</b> Besoft

Download Contract  
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**Contract Other Attachments**

## 16 Click "Supplier Contracts" to view all suppliers contracts

**e-Bid** Home Tenders Procurement Plan **Contracts** Staffs Blacklisted Companies Help

**Alert**  
Contract approved successfully

**Contract Details** Approved

<b>Contract Number</b> 4/Ort/10/22/37	<b>Tender Ref Number</b> TREF0000038	<b>LOT Number</b> LOT0000037	<b>Contract Amount</b> 118,000,000
<b>Currency</b> RWF	<b>VAT Amount</b> 18,000,000	<b>VAT Rate(%)</b> 18	<b>Contract Duration</b> 80 Days
<b>Contract Date</b> 2022-12-05	<b>Effective Date</b> 2022-12-06	<b>Warranty Period</b> 180 Days	<b>Penalty Delay Rate(%)</b> 2
<b>Penalty Limit Rate(%)</b> 5	<b>Contract Manager Name</b> Kamana	<b>Contract Manager Position</b> COO	<b>Supervising Firm</b> Besoft



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**Contract Other Attachments**




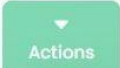
## 17 On a certain supplier contract click "Actions"

Search:

Contract Code	Contract Amount	Contract Duration	Contract Date	Effective Date	Attachment	Creation Date	Status
OT0000037	118000000 RWF	80	2022-12-05	2022-12-06		2022-12-05	Approved 

Previous 1 Next

## 18 Click "Details"

Contract Code	Contract Date	Effective Date	Attachment	Creation Date	Status
	2022-12-05	2022-12-06		2022-12-05	Approved 

Previous

Actions

Details

Attachments

## 19 Contract Details

**Bid** Home Tenders Procurement Plan Contracts Staffs Blacklisted Companies Help Orion Admin

### Contract Details Approved

<b>Contract Number</b> Ori/10/22/37	<b>Tender Ref Number</b> TREF0000038	<b>LOT Number</b> LOT0000037	<b>Contract Amount</b> 118,000,000
<b>Currency</b> RWF	<b>VAT Amount</b> 18,000,000	<b>VAT Rate(%)</b> 18	<b>Contract Duration</b> 80 Days
<b>Contract Date</b> 22-12-05	<b>Effective Date</b> 2022-12-06	<b>Waranty Period</b> 180 Days	<b>Penalty Delay Rate(%)</b> 2
<b>Penalty Limit Rate(%)</b>	<b>Contract Manager Name</b> Kamana	<b>Contract Manager Position</b> COO	<b>Supervising Firm</b> Besoft

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### Contract Other Attachments

Attachment Name	Download
Attachments	

## 20 Click here, to download a contract document

[+ New Contract](#)

Search:

Lot Code	Contract Amount	Contract Duration	Contract Date	Effective Date	Attachment	Creation Date	Status	
LOT0000037	118000000 RWF	80	2022-12-05	2022-12-06	<a href="#">Download</a>	2022-12-05	Approved	<a href="#">Actions</a>

Previous **1** Next